

ADMINISTRATION TEAM MINUTES

Date: May 10, 2002
Time: 9:00 am
Place: Tacoma AGC Building

<u>Attending:</u>	Cathy Arnold	✓.	Ron Howard	✓.	Larry Schofield	✓.
	Dave Banke	✓.	Carl Jonasson	_____	Mark Scoccolo	✓.
	Jerry Brais	✓.	Bill Loring	✓.	Bill Senta	✓.
	Doug Ficco	✓.	Craig McDaniel	✓.	Greg Waugh	✓.
	Mike Hall	✓.	Cathy Nicholas	✓.	Tom Zamzow	_____
	Bob Hilmes	✓.	Mark Rohde	✓.		

In addition to the regular Team members, visitors included Frank Newboles, from the WSDOT Traffic Office and Penny Nicksic, a traffic supervisor for Max J. Kuney.

Opening: The minutes of the April 19th meeting were approved.

Future Meetings were scheduled:
September 13th
October 18th
November 15th
January 10th, 2003

Quality Roundtable

Doug Ficco reports that Southwest Region is re-grouping in response to the budget problems. One office will be closed. There isn't much work on the horizon. Most of what SW will do this year is already under contract.

Cathy Arnold says Northwest is in about the same place as SW except for Sound Transit. There are still some jobs to go out, notably the Northgate bridge decks. The Region is working with partners in local agencies to try assembling some funding packages.

Craig McDaniel reports that he has finished this year's effort on change order training at the field offices. It's time to revisit the DBE plan with FHWA. We'll be looking at the annual goal and the accomplishments related to the Bidder's lists.

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Quality Roundtable (cont)

Bill Loring advises that Pierce County is pretty busy. There is a \$20 Million goal for highway design and construction for this year. The Nisqually bridge should go to Ad this month. Other work includes overlays, signal rebuilds and intersection work. It will be a big year.

Bill Senta says that Atkinson has been successful since the last report. They landed the NE 8th job in Bellevue and the Cedar Mountain Bridge for King County. The office is pushing hard to get both jobs started.

Larry Schofield notes that local agencies are busy in many areas. The FHWA is doing more reviews of local agency work. They are nearing approval of modified Environmental Classification Summary. An Eastside storm water manual is close and the office is doing a lot of website work.

Bob Hilmes announced that Eastern Region will, for the first time since 1983, hire no temporary employees this year. They have deferred two projects, but actually got a bit of money for the North-South freeway design effort. Some minor project design has been advanced. Bob's office has two pavers this year, the work is half done. The jobs include a variable start date provision and this has seemed to bring better prices.

Dave Banke says Mowat is looking for work, but he is busy with his own assignments. He has eight jobs underway, five which are active now. Mostly, his jobs are going fairly well.

Mark Scoccolo reports that SCI is finding plenty of work to bid on. They're busy, mostly with City and County work. He expects the I-5 Maytown job to complete in 6-8 weeks. Mark described serious increases in insurance costs and suggested that this will become a hot subject very soon.

Mike Hall says that Goodfellow Brothers is doing some big private work, notably a job in Redmond for Quadrant. They are also seeing a lot of local work to bid on.

Greg Waugh tells us that Kuney has four jobs going fairly well. The South Renton Interchange is erecting girders as is the Thurston Way job in Vancouver. In Everett, the piledriving is underway and the completion of the Airport work is dragging a bit. Kuney was 2nd on the Rocky Reach job and is looking at work in Spokane and in Oregon.

Jerry Brais says that King County has a very ambitious program this year. They intend to spend \$30-40 Million. Most of the big jobs are already out with a number of smaller jobs yet to come. Prices are looking good.

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Quality Roundtable (cont)

Mark Rohde reported on a job on the Snake River. The job was bid on March 27th and was completed nine days ahead of schedule in mid-April. Concrete Barrier has won an AGC Construction Excellence award and the Interstate Ramps project on I-5 in Tacoma won a PQT partnering award.

Frank Newboles, visiting from the Traffic Office, talked about the new version of the MUTCD. He doesn't see a lot of big changes and there should not be a big impact on our business. The office is working on training, summer workzone reviews and their website.

Cathy Nicholas, from FHWA, says she'll be working on asphalt pavement reviews this summer. In the environmental area, FHWA has been talking with National Marine Fisheries Service about streamlining biological assessments. There should be an improvement.

Ron Howard announced the completion of the Team Management training for this year. To date, some 250 students have had the class. We'll take next year off and see if the market of staff needing the training regenerates. Ron advised that Craig's change order training has led to an effort to define the Headquarters review criteria and that could lead to faster turnaround on payments.

Old Business

The assignment list was revised as follows.

<u>Who</u>	<u>What</u>	<u>By When</u>
Craig McDaniel	Provide innovation specifications used by other states (can be viewed at website, www.wsdot.wa.gov/biz/InnvContract/default.htm)	June 7th
Ron Howard	Re-write Draft Revision to 1-04.6	June 7 th
Craig McDaniel	Demonstrate FA Computer Application	Next Year
Craig McDaniel	Present innovative specifications and application instructions	As Available
Craig McDaniel	Proposal for revising execution/start work specs	Next Spring
Craig McDaniel	Keep posted on MOH tracking thru Spreadsheets	As Available
Ron Howard	Report to Greg Waugh on Resp for Temp Signals	As Work Proceeds

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New Business--Traffic Control

The rest of the meeting was spent discussing principles, values and assumptions about traffic control in WSDOT contracting. Through extensive efforts, the team was able to reach consensus agreement that the following list should represent the philosophy of the Owner/Contractor relationship in specs to be included in the Standard Specifications and in directions to be included in the Construction Manual.

- The contract should provide a mechanism to compensate the Contractor for traffic control efforts.
- WSDOT generally should not use specifications to dictate how the Contractor carries out contract requirements. Exceptions should only be directly related to quality or public convenience and safety.
- Traffic control on contracts should allow the work to proceed, but while achieving the least possible impact to the public and balancing the benefit with the cost of doing so.
- Traffic control payment methods should simplify administration and reduce the possibility of conflict among field personnel.
- Lump sums are appropriate for smaller, simpler jobs where the traffic control can be easily envisioned and estimated.
- Incentives and disincentives should be considered on jobs where lump sums are not used.
- Innovative specs, such as lane rental and incentive/disincentive traffic clauses should be used on a trial basis, but soon enough and often enough that their effectiveness can be assessed.
- Strong efforts in design are needed to assure that plan quantities are realistic and are based upon a legitimate view of how the work might progress.
- The owners and the contractors should mount a serious campaign of public relations to show the public the many positive results that are already being achieved.
- Traffic control specifications should support a high level of predictability of the outcome of the costs on the project.

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New Business--Traffic Control (cont)

- The nature and level of State Patrol and other law enforcement involvement in construction projects should be determined and specified.

Two areas of discussion were left incomplete and will be pursued next month. These could affect the agreement on some of the principles listed above.

- The cost of traffic control used in excess of the amount truly necessary should be borne by the one who determines the approach to the work.
- Specifications and Construction Manual instructions should lead to higher consistency of application among all project offices.

The team agreed to finish up discussions on guiding principles for traffic control at the June 7th meeting. Then, a subcommittee of Greg Waugh, Craig McDaniel and Ron Howard will work this summer to draft trial specs for further discussion next Fall. Frank Newboles will be invited to participate in the subcommittee work.

Future Meetings

June 7th @ Tacoma AGC (9:00 am)
September 13th location to be determined
October 18th location to be determined
November 15th location to be determined
January 10th, 2003 location to be determined

Assignment List

<u>Who</u>	<u>What</u>	<u>By When</u>
Ron Howard	Re-write Draft Revision to 1-04.6	June 7 th
Craig McDaniel	Demonstrate FA Computer Application	Next Year

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Team's "Round Tuit" List

1. Traffic Control Provisions
2. Overruns, Underruns (Section 1-04.6)
3. Web-Based Construction Management
4. Policy and Practice on Deferrals
5. Short-term Scheduling
6. Defining Lump Sum Items
7. Joint Training—Documentation
8. Payroll, Wage Administration procedures
9. Materials on Hand provisions
10. Progress Schedules
11. Disputes Review Boards
12. Tort Claims Liability/Accident Reports
13. Bid Item for On-site Overhead